

# **Request for Proposal for**

**Selection of a Third-Party Agency (TPA)  
for verifying the completeness and accuracy of the  
entries submitted by the Cities (within UTs) for the  
“City Beauty Competition”**

(organized by the Ministry of Housing & Urban Affairs, Govt. of India)



**National Institute of Urban Affairs**

**Published by:**

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**October, 2023**

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The NIUA (in consultation with the concerned Committee and Director) may, in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this document or cancel this process.

## Letter of Invitation

[RFP No. NIUA/2023-24/.

New Delhi  
19 October, 2023

Dear Sir/Madam,

1. The National Institute of Urban Affairs (NIUA) (hereinafter called "Client") invites proposals from agencies for **Selection of a Third-Party Agency (TPA) for verifying the completeness and accuracy of the entries submitted by the Cities (within UTs) for the City Beauty Competition** organized by the Ministry of Housing and Urban Affairs (MoHUA). More details on the Services are provided in the Terms of Reference (TOR).
2. The Request for Proposals includes the following documents:
  - i. This Letter of Invitation;
  - ii. Section I – Terms of Reference
  - iii. Section II – Eligibility and Qualification Criteria
  - iv. Section III – Forms of Submission of the Proposal
    - Technical Proposal (Tech Forms);
    - Financial Proposal (Fin Form).
3. The RFP shall be published on the GeM / NIUA website and is free of cost for download. Any Bid Security / Earnest Money Deposit (EMD) is not required for the submission of the proposal. It is not permissible to transfer this invitation to any other firm.
4. An Agency shall be selected under the selection method based on **Quality-cum-Cost based Selection (QCBS)**. The Bidders are requested to submit their Technical and Financial Bids on GeM. Additional details are provided in the Section II: Eligibility and Qualification Criteria, of this RFP Document.
5. Joint Venture and Consortium will not be allowed. Single proposal from each agency will be considered.
6. Any queries in relation to the RFP shall be sent on email ID: [procurement@niua.org](mailto:procurement@niua.org) prior to 23rd October, 2023, 23:55 hr IST and the responses will be available online by 25th October, 2023.
7. The Proposal shall comprise your Proposal Submission Form, a Technical Proposal and Financial Proposal and must be uploaded on GeM by **29<sup>th</sup> October, 2023, 17:00 hr IST**.
8. The issue of the RFP does not imply that the NIUA is bound to select bid(s), and it reserves the right without assigning any reason to
  - reject any or all of the bids, or
  - cancel the tender process; or

- abandon the procurement process; or
- issue another bid for identical or similar work

Stages	Critical Dates
i. Uploading TOR on GEM Portal	19th Oct 2023
ii. Last date for submission of Bids	29th Oct 2023
iii. Announcement of Results	31st Oct 2023
iv. Award of Work	2nd Nov 2023

Yours sincerely,

Director  
National Institute of Urban Affairs

## Section I – Terms of Reference

### 1. BACKGROUND

City Beauty Competition (CBC) is an initiative launched by the Ministry of Housing and Urban Affairs (MoHUA) on 28<sup>th</sup> December 2022, to encourage and recognize the transformational efforts made by the cities in India towards creating beautiful, innovative and exclusive public spaces. It aims to encourage cities to conserve their rich traditional heritage, streamline their delivery mechanisms for efficient provisioning of basic infrastructure, develop community participation, and encourage efforts towards ecological conservation. All the cities across the Indian States and Union Territories (UTs) are eligible to participate in the 'City Beauty Competition (CBC)'.

The evaluation of entries submitted by the States/ Cities is being carried out by MoHUA. The National Institute of Urban Affairs (NIUA) is associating with the Ministry and the Administrative Staff College of India (ASCI) for undertaking the evaluation of the entries submitted by the Cities from the Union Territories (UTs).

This ToR is for the purpose of engaging a **Third-Party Agency (TPA) for verifying the completeness and accuracy of the entries submitted by the Cities (within UTs) for "Beautiful Public Spaces"** under 4 award categories. The TPA will carry out on-ground verification and validation of the data & information submitted by the Cities. The TPA will support the UT-level jury in assessing the applications for the competition.

### 2. SCOPE OF WORK

- i. For the purpose of this competition, the approx. 36 Cities from the UTs have submitted about 119 entries/ proposals for the following 4 award categories, through an Online Portal (List attached at Annexure – 1):
  - a. Beautiful waterfront
  - b. Beautiful green spaces
  - c. Beautiful tourist/heritage site
  - d. Beautiful market/commercial place
- ii. The TPA is required to validate the documents and information submitted by Cities from the UTs for entries/ proposals submitted under the 4 award categories. Following process is to be adopted by the TPA for undertaking this work:
  - a. Attend the training and orientation workshop conducted by NIUA and ASCI- to understand the categories, survey format, report submission process,

- etc.;
  - b. Conduct city visits for on-site/ field verification of the proposals and consult with the concerned Department/ Agency of the applicant City for validating the information submitted as part of their entries/ proposals;
  - c. Follow the standard format approved by MoHUA for field verification and submission of the ground/ field verification details in an Online Portal. The required fields for the ground verification report are as per the applicable Format (Attached at Annexure – 2).
  - d. Assist the Jury members with required information and clarifications during the assessment.
- iii. Considering that the above task is to be undertaken in a period of 3 weeks, it is advised that the Bidder may make realistic estimation of the man-power required for the task and appropriately submit the Work Plan and Financial Quote.

### **3. KEY DELIVERABLES**

- i. Undertake ground/ field verification visit to all the proposal sites;
- ii. Updation of the Online Portal with data and information collected as part of on-ground verification;
- iii. Provide response to clarifications sought by NIUA/ MoHUA;
- iv. Assist Jury level assessments.

### **4. ROLES AND RESPONSIBILITIES**

#### **A. City/ UT level nodal authorities -**

- Coordinating with NIUA in facilitating the site visits by TPAs;
- Supporting the TPA in undertaking the required site visits; showcasing the project elements;
- Providing timely response to the information sought by the TPA.

#### **B. National Institute of Urban Affairs (NIUA) -**

- Conduct orientation for TPA for on-ground verification, with support from Administrative Staff College of India (ASCI);
- Provide required material for conducting on-ground verification and format for output reports (as approved by MoHUA):
  - a. Survey formats
  - b. Output report format
- Coordinate with TPA and the Nodal Department/ Agency at the UT level.

## 5. TIMELINES FOR THE TASK

Following timelines will have to be strictly adhered to:

TASKS	TIMELINE
i. Award of Work	2nd Nov 2023
ii. Training w.r.t Survey and Report Format	3rd Nov 2023
iii. Completion of on-ground surveys/ field visits and Submission of Assessment Reports (119 proposals) on the Online Portal	23rd Nov 2023*
iv. Support for Jury level Assessments (All proposals)	27th Nov - 8th Dec 2023

\* Note: In case of any delay in the award of work, the task as (iii) above will have to be completed within 20 days from the award of work.

## 6. PAYMENT SCHEDULE

- a) Payments shall be made to the successful agency as per the following deliverables and milestones:

S. No.	Deliverables and Milestones	Payment
1.	Submission of the final work plan and team deployment schedule	20%
2.	Submission of Final Verification Reports for 50% proposals	30%
3.	Submission of Final Verification Reports of remaining 50% proposals	30%
4.	Support the Jury-level assessments for all proposals	20%*

\* Note: The last 20% payment would be released only upon completion of the jury-level assessments conducted by NIUA.

- b) Release of payment will be made within 30 days of receiving the invoice along with relevant stage documents and upon clearance from NIUA regarding successful completion of the deliverables submitted for each milestone.

## Section II – Evaluation and Qualification Criteria

### A. MINIMUM ELIGIBILITY CRITERIA

Each eligible consultant should possess all the following minimum eligibility criteria. Responses not meeting the following criteria will be rejected and will not be further evaluated.

S. No.	Criteria	Documents required
1.	Bidder should be a Company registered in India under the Companies Act 2013 or any other previous Companies Act/ a Limited Liability Partnership registered under the LLP Act, 2008/ a registered Partnership under the Indian Partnership Act, 1932 / Registered as a society under the societies Act, 1860 for at least 5 (five) years, preceding the date from 1st April 2023. JV/ Consortium is not allowed.	(i) Certificate of Incorporation/ Registration under the Company's Act; Society's Act; Partnership deed or any other certificate as per provisions of Govt. of India; (ii) Copy of PAN Card; (iii) Copy of GST Registration certificate
2.	Financial Turnover: (i) Min. Average Annual Turnover of INR 50 lakhs in three out of previous five financial years (FY 2018-19, 2019-20, 2020-21, 2021-22, 2022-23) (ii) Positive net worth at the time of submitting the Proposal	Details to be submitted as per Form TECH-5
3.	Bidder should have completed atleast 2 TPAs for Urban Projects (Government client) in the last 3 years as on date of submission of bid.	Work orders and Completion certificates from the Client (Form TECH-6)
4.	Firm should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt. Bodies	Certificate signed by the Authorized signatory of the Firm (Form TECH-3)



## B. TECHNICAL EVALUATION CRITERIA

S. No.	Description	Max. Marks in Technical Score	Min. marks required in Technical Score						
1	UNDERSTANDING OF ASSIGNMENT, APPROACH & METHODOLOGY, WORK PLAN	30	21						
A	<table><tr><th>Details</th><th>Max. Marks</th></tr><tr><td>Approach &amp; Methodology for overall scope of work</td><td>15</td></tr><tr><td>Work Plan and Staffing Schedule</td><td>15</td></tr></table>	Details	Max. Marks	Approach & Methodology for overall scope of work	15	Work Plan and Staffing Schedule	15	30	21
Details	Max. Marks								
Approach & Methodology for overall scope of work	15								
Work Plan and Staffing Schedule	15								
2	CREDENTIALS OF THE FIRM	70	49						
A	<p><b>Experience of similar/ relevant projects:</b> The projects will be considered only if Copy of LOA/ Work Order and Completion certificate issued by the Client/Competent Authority are submitted with the Proposal. Form TECH-6</p> <p><b>Marks will be awarded as under, for completed projects:</b></p> <table><tr><th>No. of similar assignments</th><th>Max. Marks</th></tr><tr><td>a. Bidder should have completed atleast 2 TPAs for Urban Projects (Government client) in the last 3 years as on date of submission of bid</td><td>15</td></tr><tr><td>b. Bidder should have worked on city beautification projects like creation of public spaces, waterfront projects, heritage-oriented public space projects, landscape projects. <b>Each project will get maximum 5 marks</b></td><td>15</td></tr></table>	No. of similar assignments	Max. Marks	a. Bidder should have completed atleast 2 TPAs for Urban Projects (Government client) in the last 3 years as on date of submission of bid	15	b. Bidder should have worked on city beautification projects like creation of public spaces, waterfront projects, heritage-oriented public space projects, landscape projects. <b>Each project will get maximum 5 marks</b>	15	30	21
No. of similar assignments	Max. Marks								
a. Bidder should have completed atleast 2 TPAs for Urban Projects (Government client) in the last 3 years as on date of submission of bid	15								
b. Bidder should have worked on city beautification projects like creation of public spaces, waterfront projects, heritage-oriented public space projects, landscape projects. <b>Each project will get maximum 5 marks</b>	15								
B	<p><b>Proposed team:</b> List of the following team members should be submitted as per Form TECH-8:</p> <p>i. <b>Expert-level 1:</b> with Professional degree (at least graduation) in Planning/ Urban Design/ Landscape/ Architecture/ Civil Engineering or equivalent from a recognized University / Institution.</p>	40	28						

S. No.	Description	Max. Marks in Technical Score	Min. marks required in Technical Score																		
	<table><tr><th>Min. Number of Experts</th><th>Min. Year of Experience</th><th>Marks</th></tr><tr><td>5</td><td>5</td><td>15</td></tr></table> <p>a. For every additional resource under this category <u>3 marks</u> will be added.</p> <p>b. In case min. number of experts is not available, for every qualified resource <u>2 marks</u> will be awarded</p> <p>ii. <b>Expert-level 2:</b> with Professional degree (at least graduation) in Planning/ Urban Design/ Landscape/ Architecture/ Civil Engineering or equivalent from a recognized University / Institution.</p> <table><tr><th>Min. Number of Experts</th><th>Year of Experience</th><th>Marks</th></tr><tr><td>5</td><td>0-5</td><td>10</td></tr></table> <p>a. For every additional resource under this category <u>2 marks</u> will be added.</p> <p>b. In case min. number of experts is not available, for every qualified resource <u>1 mark</u> will be awarded</p> <p>iii. <b>Expert-level 3:</b> with Professional degree/ diploma in Civil Engineering/ Planning/ Urban Design/ Landscape/ Architecture/ MSW/ Social Science background or equivalent from a recognized University / Institution.</p> <table><tr><th>Min. Number of Experts</th><th>Year of Experience</th><th>Marks</th></tr><tr><td>5</td><td>0-5</td><td>10</td></tr></table> <p>a. For every additional resource under this category <u>2 marks</u> will be added.</p> <p>b. In case min. number of experts is not available, for every qualified resource <u>1 mark</u> will be awarded</p>	Min. Number of Experts	Min. Year of Experience	Marks	5	5	15	Min. Number of Experts	Year of Experience	Marks	5	0-5	10	Min. Number of Experts	Year of Experience	Marks	5	0-5	10		
Min. Number of Experts	Min. Year of Experience	Marks																			
5	5	15																			
Min. Number of Experts	Year of Experience	Marks																			
5	0-5	10																			
Min. Number of Experts	Year of Experience	Marks																			
5	0-5	10																			
TOTAL TECHNICAL SCORE		100	70																		

**Minimum Qualifying Technical Score is 70%.** Failure to secure minimum technical score shall lead to technical disqualification of the Bid.

**Method of selection: Quality cum Cost Based Selection (QCBS)**

The Technical Proposals of the qualified Bidders shall be evaluated as per the predefined criteria. The total score obtained by Technically qualified bidders will be based on **50:50 ratio** where **50% weightage will be given to technical evaluation** and **50% to the financial evaluation**. The Bidder with highest overall score will be awarded the assignment.

## Section III – Bidding Forms

### Form TECH-1:

#### Technical Proposal submission form

*(on the letter head of the agency specifying his name and address)*

Location\_\_\_\_\_

Date\_\_\_\_\_

To:

**The Director,**

National Institute of Urban Affairs  
Core 4B, 01st Floor, India Habitat Centre  
Lodhi Road, New Delhi – 110003

Dear Sir,

We, the undersigned, offer to provide the Services as a **Third-Party Agency (TPA) for verifying the completeness and accuracy of the entries submitted by the Cities (within UTs) for the 4 Award Categories under the City Beauty Competition** in accordance with your Request for Proposal dated [XXXX]. We are hereby submitting our Proposal, which includes the Technical and Financial Proposal.

We hereby declare that:

- a) All the information and statements made in this Proposal are true and we accept that any misrepresentation contained in this Proposal may lead to the rejection of our Proposal by the Client;
- b) Our Proposal shall be valid and remain binding upon us for the period of 60 days;
- c) Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations.

We acknowledge and agree that the Client reserves the right to annul the selection process and reject all Proposals at any time prior to Contract award, without thereby incurring any liability to us.

We remain,

Yours sincerely,

Name of the Agency:\_\_\_\_\_

Signature of the Agency: \_\_\_\_\_

Address: \_\_\_\_\_

**Form TECH-2:**  
**Power of Attorney**  
*(to be submitted if applicable)*

Know all men by these presents, we, ..... (name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorise Mr / Ms..... son/daughter/wife of ..... and presently residing at ....., who is presently employed with us and holding the position of ..... as our true and lawful attorney (hereinafter referred to as the "authorized Representative") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal on XXXXXX, proposed to be developed by the ..... (the "Client") including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-bid and other conferences and providing information/ responses to the Client, representing us in all matters before the Client, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the Client in all matters in connection with or relating to or arising out of our Proposal for the said Project and/or upon award thereof to us till the entering into of the Agreement with the Client.

AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said authorized Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, ..... THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS ..... DAY OF ....., 20.....

For .....  
(Signature, name, designation and address)

Witnesses:

- 1.
- 2.

Notarised

Accepted

.....  
(Signature, name, designation and address of the Attorney)

Notes:

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in

accordance with the required procedure. The Power of Attorney should be executed on a non-judicial stamp paper of Rs. 100 (hundred) and duly notarised by a notary public.

- Wherever required, the Bidder should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in favor of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.

### Form TECH-3

#### **Format for Affidavit Certifying that Entity is not Blacklisted**

*(On non – judicial stamp paper of INR 100/- or such equivalent document duly attested by notary public)*

I / We Proprietor/ Partner(s)/ Director(s) of M/s ----- hereby declare that the firm/company namely M/s-----  
-has not been blacklisted or debarred in the past by any other Government organization from taking part in Government tenders.

Or

I / We Proprietor/ Partner(s)/ Director(s) of M/s ----- hereby declare that the firm/company namely M/s-----  
-----was blacklisted or debarred by any other Government Department from taking part in Government tenders for a period of ----- years w.e.f.----- . The period is over on -----and now the firm/company is entitled to take part in Government tenders.

In case the above information found false I/We are fully aware that the tender/ contract will be rejected/cancelled.

Dated this ..... Day of ....., 2023....

Yours sincerely,

Name of the Consultant:\_\_\_\_\_

Signature of the Consultant: \_\_\_\_\_

Address: \_\_\_\_\_

## Form TECH-4:

### Bidder Information Form

To establish its qualifications to perform the contract in accordance with Section III (Evaluation and Qualification Criteria) the Bidder shall provide the information requested in the corresponding Information Sheets included hereunder

a	Name of Bidder with full address	:	
b	Tel. No.	:	
c	Fax No.	:	
d	Email	:	
e	Legal Status and Year of Incorporation.	:	Proof of registration of the Bidder to be submitted
f	Name and address of the person holding the Power of Attorney.	:	
g	(i) Place of Business.	:	
	(ii) Date of Registration.	:	
h	Name of Bankers with full address.	:	
i	Regional presence (Direct office)		The location details to be provided
j	GST Registration Number	:	Copy to be submitted.
k	Are you presently debarred / Blacklisted by any Central/ State Government Department / Union Territory (If Yes, please furnished details)	:	
l	Name and details (Tel / Mobile / Email) of contact persons	:	



## Form TECH-5: Average Annual Turnover

Average Annual Turnover of the Bidder (Equivalent in Rs. Crores) by Chartered Accountant

Bidder	------(Name of Bidder)						
FY	2018- 19	2019- 20	2020- 21	2021- 22	2022- 2023	Total	Average
Annual Turnover							
<p>Certificate from the Chartered Accountant</p> <p>This is to certify that..... (Name of the Bidder) has received the payments shown above against the respective years.</p> <p>Name of the audit firm:</p> <p>Seal of the audit firm:</p> <p>Date:</p> <p>UDIN :</p> <p>(Signature, name and designation of the authorised signatory)</p>							

\* The Bidder should provide the Financial Capability based on its own financial statements. Financial Capability of the Bidder's parent company or its subsidiary or any associate company will not be considered for computation of the Financial Capability of the Bidder.

\* Bidder should fill in details as per the row titled Annual turnover. In case the Bidder is a Joint Venture / Consortium, for the purpose of evaluation on financial parameters, financial parameters of all the members shall be furnished in separate sheets for consideration.

**Kindly also provide supporting balance sheets / P&L statements**

**Form TECH-6:  
General Experience / Similar Projects**

Starting Year	Ending Year	Contract Identification	Supporting document attached
		a. Contract name: _____ b. Brief Description of the Works performed by the Bidder: _____ c. Amount of contract: _____ d. Name of Employer: _____ e. Address: _____	
		a. Contract name: _____ b. Brief Description of the Works performed by the Bidder: _____ c. Amount of contract: _____ d. Name of Employer: _____ e. Address: _____	
		a. Contract name: _____ b. Brief Description of the Works performed by the Bidder: _____ c. Amount of contract: _____ d. Name of Employer: _____ e. Address: _____	

**Form TECH-7:  
Technical Proposal**

- A. Description of Approach, Methodology, and Work Plan in accordance with the Scope of Work**
  - a. Technical approach and methodology:**
  - b. Work Plan**
- B. Proposed Team**

**Form TECH-8:  
Proposed Team**

<b>Sl.no.</b>	<b>Name</b>	<b>Level of expertise (Expert level-1,2,3)</b>	<b>Qualification</b>	<b>Years of Experience</b>	<b>Summary of activities/ roles performed relevant to this assignment</b>

**Form FIN-1:  
Financial Proposal submission form**

Location \_\_\_\_\_

Date \_\_\_\_\_

To:

**The Director,**  
National Institute of Urban Affairs  
Core 4B, 01st Floor, India Habitat Centre  
Lodhi Road, New Delhi – 110003

Dear Sir,

We, the undersigned, offer to provide the Services as a **Third-Party Agency (TPA) for verifying the completeness and accuracy of the entries submitted by the Cities (within UTs) for the 4 Award Categories under the City Beauty Competition** in accordance with your Request for Proposal dated [XXXX] and our Technical Proposal.

Our Financial Proposal is for the amount of INR [XXXX] *[Indicate amount in words and figures]*, including taxes, duties and fees.

**Format for Submission of Financial Proposal**

Activity	Cost INR (including all taxes, duties, fees)
<b>Third-Party Agency (TPA) for verifying the completeness and accuracy of the entries submitted by the Cities (within UTs) for the 4 Award Categories under the City Beauty Competition</b>	

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal.

We understand you reserve the right to annul the process and reject all Proposals at any time prior to Contract award.

We remain,

Yours sincerely,

Authorized Signature: \_\_\_\_\_ *[In full and initials]*

Name and Title of Signatory: \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Annexure I : List of Cities (within the UTs) that have submitted proposals under the City Beauty Competition**

S. No.	UT's and Cities	Proposals under 4 Award Categories				Total
		Commercial Places	Green Spaces	Heritage	Waterfront	
1	Andaman & Nicobar Islands	0	0	0	0	0
2	Chandigarh	1	4	4	1	10
i	Chandigarh	1	4	4	1	10
3	Daman Diu & Dadra Nagar Haveli	2	1	1	1	5
i	Silvassa	2	1	1	1	5
4	Delhi	3	3	3	0	9
i	Municipal Corporation of Delhi	2	2	2	0	6
ii	New Delhi (NDMC)	1	1	1	0	3
5	Jammu & Kashmir	18	23	18	16	75
i	Achhabal (Mc)	1	1	1	1	4
ii	Aishmuquam (Mc)	1	1	1	1	4
iii	Anantnag	1	1	2	1	5
iv	Awantipora	1	1	2	0	4
v	Badgam (Mc)	2	0	1	0	3
vi	Bandipore (Mc)	0	1	0	0	1
vii	Bashohli	0	0	1	1	2
viii	Beerwah	0	1	2	0	3
ix	Bhaderwah (Mc)	1	1	0	1	3
x	Bijbehara	0	0	0	1	1
xi	Ganderbal (Mc)	0	1	0	0	1
xii	Hajan (Mc)	1	3	0	1	5
xiii	Jammu	0	1	1	1	3
xiv	Khansahib (Mc)	0	2	0	0	2
xv	Koker Nag (Mc)	0	0	0	1	1
xvi	Kunzer (Mc)	0	1	0	0	1
xvii	Magam	2	0	0	0	2

S. No.	UT's and Cities	Proposals under 4 Award Categories				Total
		Commercial Places	Green Spaces	Heritage	Waterfront	
xviii	Mattan	1	1	1	1	4
xix	Pahalgam	0	0	1	1	2
xx	Pulwama (Mc)	1	0	0	0	1
xxi	Seer Hamdan	1	0	0	1	2
xxii	Shupiyan (Mc)	1	1	1	1	4
xxiii	Sopore	2	1	1	1	5
xxiv	Srinagar	2	0	0	1	3
xxv	Sumbal	0	1	0	0	1
xxvi	Tangmarg	0	2	1	0	3
xxvii	Tral	0	1	1	1	3
xxviii	Watra Gam	0	1	1	0	2
6	Ladakh	0	0	0	0	0
7	Puducherry	3	5	9	3	20
i	Ariyankuppam	0	0	0	2	2
ii	Karaikal	0	1	0	0	1
iii	Oulgaret - Ozhukarai	0	2	0	0	2
iv	Puducherry	3	2	6	1	12
v	Villianur	0	0	3	0	3
	<b>Grand Total</b>	<b>27</b>	<b>36</b>	<b>35</b>	<b>21</b>	<b>119</b>

## **Annexure II – FORMATS FOR SURVEY/ THIRD PARTY ASSESSMENT**

**Format 1:** Beautiful Water Front

**Format 2:** Beautiful green spaces

**Format 3:** Beautiful tourist/heritage site

**Format 4:** Beautiful market/commercial place

**Guidelines for the City Beauty Competition:**

<https://www.citybeautycompetition.in/pdf/City%20Beauty%20Competition%20Guidelines.pdf>



### THIRD PARTY ASSESSMENT FORMAT FOR BEAUTIFUL WATER FRONT

Description - The beautiful waterfront awards category is introduced to encourage and appreciate the waterfront developments in Indian cities. This includes the intervention developed at lakes/ponds side, banks of rivers/canals, beaches, creeks or bays, rainwater/storm water harvesting ponds, etc., creating beautiful public spaces.

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#### SECTION 1 – General Information

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1. Name of the urban local body (ULB)
2. ULB code
3. Name of the waterfront
4. Type of waterfront
  - ☐ Pond
  - ☐ Lake
  - ☐ River
  - ☐ Beach
  - ☐ Creek
  - ☐ Backwaters
  - ☐ Others (Please specify) \_\_\_\_\_
5. Form of waterfront
  - ☐ Religious
  - ☐ Tourism
  - ☐ Recreational
  - ☐ Heritage
  - ☐ Educational
  - ☐ Infrastructure (Dams and reservoirs)
  - ☐ Others (Please specify) \_\_\_\_\_
6. Location of the waterfront – GPS location
7. Area of the waterfront in Sq.km
8. What is the visitor's peak hour? Please mention the time slots
9. Average number of visitors in peak hours \_\_\_\_\_ (To know the footfall)
10. Source of capital cost for developing the waterfront?
  - ☐ Smart city
  - ☐ Amrut
  - ☐ State level programmes
  - ☐ Municipal budget

- ☐ CSR
- ☐ If any others (Please specify the details in the box below)

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## SECTION 2 – Operation and Maintenance

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11. Ownership of the waterfront (Mention the concerned authority)
12. When was the waterfront inaugurated (Mention year)
13. Department or private organization operating and maintaining the waterfront (Mention the concerned authority/organization)
14. What is the entry fee (if any) in INR?
15. Number of workers deployed for the maintenance of waterfront \_\_\_\_\_
16. Authorized schedule of water body maintenance (desilting and weed removal) is to be collected from the concerned authority.  
Rationale – Scheduled desilting and weed removal are the key factors for a well-maintained waterbody. Therefore, the schedule of maintenance shall be captured to access the condition of the waterbody.
17. Is there inflow of untreated drainage into the water body? Yes/No (To know if the water body is getting polluted or not)

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## SECTION 3 – Accessibility and Amenities

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18. What is the nearest public transport facility E.g., bus stand, metro station, MMTS station etc.?  
\_\_\_\_\_
19. Is the nearest public transport available within 0.5 km?  
Yes /No
20. Does the waterfront have a dedicated parking facility? Yes /No
21. Does the approach road for the footpath of 1.5 meters wide with no obstructions and has well-designed ramps, curbs, railings, and other tactical path ways? Yes/No Refer box 1

### Box 1

1. **Ramps:**
  - The slope of ramps should not exceed 1:12 (8.33% gradient) to ensure they are usable by people with mobility impairments.
  - Ramps should have a minimum clear width of 900 mm to accommodate people using wheelchairs.
  - Ramps should have handrails on both sides to provide support for people with mobility impairments.
2. **Kerbs:**
  - The height of kerbs should not exceed 50 mm to ensure they are accessible to people using wheelchairs.
  - Kerbs should have a bevelled edge to make the transition from the road to the sidewalk smoother for people with mobility impairments.
3. **Bollards and Railings:**
  - Bollards and railings should have a clear space of at least 800 mm around them to accommodate people using wheelchairs.
  - Bollards and railings should be positioned at regular intervals to provide support for people with mobility impairments.

- Bollards and railings should have a smooth, continuous surface to avoid causing injury to people with mobility impairments.
- **Tactile Pathways:**
- Tactile pathways should have a distinguishable surface, such as raised dots or lines, to help people with visual impairments navigate.
- Tactile pathways should have a minimum width of 900 mm to accommodate people using wheelchairs.
- Tactile pathways should have a slip-resistant surface to ensure safety for people with mobility impairments.

22. Does the approach road have signages or way finders directing the route toward the waterfront? (To know if the place is easily accessible and user friendly)

- ☐ No signages or way finders
- ☐ Yes, but poorly visible i.e., not evidently visible and not well-lit for night visibility.
- ☐ Yes, with well-designed and aesthetically pleasing signages along with the required information for users to reach the waterfront.

23. Please tick the following based on the amenities available for security on the waterfront.

- ☐ Fencing with entry and exit gate
- ☐ Security room
- ☐ security staff (security staff attendance schedule to be collected)
- ☐ Locker rooms
- ☐ Fire extinguishers
- ☐ Emergency evacuation plan
- ☐ Surveillance technologies \_\_\_\_\_ (mention like CCTV, sensor technologies, phone booth, complaint room etc.)
- ☐ Life guards
- ☐ Fencing around the water bodies

24. Please mention a number of functional and well-maintained drinking water points within the premises\_\_\_\_\_ (Refer to box 2)

#### Box 2

A water point is considered functional and well maintained if the storage container of water is cleaned daily or once in two days and there is free flow of water during operating hours of the public space.

25. Please mention the number of dustbins available within the premises \_\_\_\_\_ .

26. What is the frequency of emptying the dustbins within the premises?

- A. Twice a day
- B. Once a day
- C. Alternate day
- D. Once or twice a week

E. None of the above

27. Please mention the details of functional toilet availability within the premises. (Refer to box 3)

A. Number of toilet complex \_\_\_\_\_

B. Number of men's toilet units \_\_\_\_\_

C. Number of women's toilet units \_\_\_\_\_

D. Number of toilets units for others \_\_\_\_\_

E. Number of toilet units for children and specially-abled \_\_\_\_\_

**Box 3**

A toilet is considered functional if all the toilet units are well-ventilated and clean enough for usage with running water for flushing. The toilet complex should also have hand washing facility with running water.

28. What is the cleaning frequency of the toilets? Please collect the authorized schedule from the concerned authority.

A. Twice per day

B. Once a day

C. No schedule followed for cleaning

D. Not cleaned

E. None of the above

29. Details of the seating provision

A. Number of seating facilities provided \_\_\_\_\_

B. Is shade available for seating facilities - Yes/No

30. Are signages and information boards available within the premises? Please tick the following

- ☐ Route map boards
- ☐ Signages directing to facilities and amenities
- ☐ Caution boards of danger and restrictions
- ☐ Directions for emergency exit
- ☐ None

31. Number of lights with a minimum illumination of 10 lux available within the premises?

\_\_\_\_\_

32. Please tick the unique amenities made available in the waterfront.

- ☐ Baby feeding rooms
- ☐ First aid rooms
- ☐ Pet-friendly service
- ☐ Prayer room
- ☐ Smoking zones
- ☐ If any others (Please list in the box below)

---

#### SECTION 4 – Activities

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33. Please mention the recreational facilities available for the visitors

- ☐ Children's play area
- ☐ Sports ground
- ☐ Atrium
- ☐ Open gym
- ☐ Sports grounds
- ☐ Library
- ☐ Open-air theatre
- ☐ Yoga centre
- ☐ Art galleries
- ☐ Nursery
- ☐ Boating
- ☐ Swimming pool/zone
- ☐ Fountain shows
- ☐ If any others (Please list in the box below)

34. Please mention specific activities implemented in the waterfront to engage communities and citizens in the last five years

- ☐ Motivational Initiatives
- ☐ Fests
- ☐ Cultural programmes
- ☐ Community gatherings

- ☐ Food festivals and carnivals
- ☐ Inter collage and school competitions
- ☐ Bird watching
- ☐ Fishing
- ☐ boating
- ☐ If any others (Please list in the box below)

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## SECTION 5 – Aesthetics and Ecology

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35. Please specify unique design elements used in the waterfront.

- ☐ Retaining the natural features
- ☐ Designed landscape and plantation
- ☐ Murals
- ☐ Statues
- ☐ Lighting decor
- ☐ Designed light poles
- ☐ Designed seating spaces
- ☐ Designed dustbins
- ☐ If any others (Please list in the box below)

36. What percentage of green cover is available within the premises? \_\_\_\_\_ (%)

37. How is the green cover maintained? Please tick the following

- ☐ Plantation maintenance like cutting, pruning, removing weeds, removal of dead leaves etc
- ☐ Fencing for vegetation

- ☐ Signages on restrictions to avoid violation of green spaces,
- ☐ Innovative watering systems - rainwater harvesting, use of recycled water, porous pavements, drip irrigation etc
- ☐ If any others (Please list in the box below)

38. Is the premise's vandalism free?

- A. Walls free from bills Yes /No
- B. Visible suspended electrical wires hampering the aesthetics Yes /No
- C. Broken design elements Yes /No

39. How are the design elements maintained in the premises? (Refer to box 4)

- A. Periodic maintenance as per scheduled plan (TPA has to collect an authorised copy of the scheduled plan).
- B. Regularly maintained as and when required.
- C. Not well maintained

**Box 4**

**Maintenance:** regular cleaning, repainting, and repairing of broken elements, repairing of electrical and plumbing systems.

40. Please tick the following ecology and environmental conservation interventions implemented in the waterfronts

- ☐ Water treatment interventions
- ☐ Usage of solar power renewal power usage – Solar/ wind
- ☐ Rain water harvesting/recharge
- ☐ Usage of recycled water for watering greenery
- ☐ Usage of recycled waste for design elements – for example, tire seating, recycled plastic paver blocks, etc.
- ☐ Plastic ban in the premises
- ☐ Usage of local art, culture and artifacts for aesthetics
- ☐ Involving local artists and craftsmen
- ☐ If any others (Please list in the box below)

Note: A detailed report of each intervention ticked for question 40 is to be submitted as part of the verification report.

41. Please mention the local plant species used in the green space.

42. Are the aquatic creatures in the local area living and observable? Yes/ No



### THIRD PARTY ASSESSMENT FORMAT FOR BEAUTIFUL GREEN SPACES

Description - The beautiful sustainable green spaces award category shall consider entries for innovative city level green spaces, theme green spaces, city-level green cover initiatives, junction and median developments, cultural centres, playgrounds, municipal forests, gardens, and other urban recreational spaces.

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#### SECTION 1 – General Information

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1. Name of the urban local body (ULB)
2. ULB code
3. Name of the green space
4. Type of green space
  - ☐ Parks
  - ☐ Junctions
  - ☐ Infrastructure combined with recreational facilities\_\_\_\_\_ (please specify)
  - ☐ Others
5. Location of the green space – GPS location
6. Area of the green space in Sq.km
7. What is the visitor's peak hour (please mention the time slots)
8. Average number of visitors in peak hours
9. Source of capital cost for developing the green space?
  - ☐ Smart city
  - ☐ Amrut
  - ☐ State level programmes
  - ☐ Municipal budget
  - ☐ CSR
  - ☐ If any others (Please specify the details in the box below)

---

#### SECTION 2 – Operation and maintenance

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10. Ownership of the green space (Mention the concerned authority)
11. When was the green space inaugurated? (Mention year)
12. Department or private organization operating and maintaining the green space (Mention the concerned authority/organization)
13. What is the entry fee (if any) in INR?
14. Number of workers deployed for the maintenance of green space\_\_\_\_\_

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### SECTION 3 – Accessibility and Amenities

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15. What is the nearest public transport facility E.g., bus stand, metro station, MMTS station etc?

16. Is the nearest public transport available within 0.5 km?

Yes /No

17. Does the green space have a dedicated parking facility?

Yes /No

18. Does the approach road to the green space have Footpath of 1.5 meters wide with no obstructions and has well-designed ramps, curbs, railings, and other tactical path ways?

Please tick the following

☐ Yes

☐ No

#### Box 1

**1. Ramps:**

- The slope of ramps should not exceed 1:12 (8.33% gradient) to ensure they are usable by people with mobility impairments.
- Ramps should have a minimum clear width of 900 mm to accommodate people using wheelchairs.
- Ramps should have handrails on both sides to provide support for people with mobility impairments.

**2. Kerbs:**

- The height of kerbs should not exceed 50 mm to ensure they are accessible to people using wheelchairs.
- Kerbs should have a bevelled edge to make the transition from the road to the sidewalk smoother for people with mobility impairments.

**3. Bollards and Railings:**

- Bollards and railings should have a clear space of at least 800 mm around them to accommodate people using wheelchairs.
- Bollards and railings should be positioned at regular intervals to provide support for people with mobility impairments.
- Bollards and railings should have a smooth, continuous surface to avoid causing injury to people with mobility impairments.

**Tactile Pathways:**

- Tactile pathways should have a distinguishable surface, such as raised dots or lines, to help people with visual impairments navigate.
- Tactile pathways should have a minimum width of 900 mm to accommodate people using wheelchairs.
- Tactile pathways should have a slip-resistant surface to ensure safety for people with mobility impairments.

19. Does the approach road have signages or way finders directing the route toward the green space?

☐ No signages or way finders

☐ Yes, but poorly visible i.e., not evidently visible and not well-lit for night visibility.

- ☐ Yes, with well-designed and aesthetically pleasing signages along with the required information for users to reach the green space.

20. Please tick the following based on the amenities available for security in the green space.

- ☐ Fencing with entry and exit gate
- ☐ Security room
- ☐ security staff (security staff attendance schedule to be collected)
- ☐ Locker rooms
- ☐ Fire extinguishers
- ☐ Emergency evacuation plan
- ☐ Surveillance technologies \_\_\_\_\_ (mention like CCTV, sensor technologies, phone booth, complaint room etc.)

21. Please mention a number of functional and well-maintained drinking water points within the premises \_\_\_\_\_ (Refer to box 2)

**Box 2**

A water point is considered functional and well maintained if the storage container of water is cleaned daily or once in two days and there is free flow of water during operating hours of the public space.

22. Please mention the number of dustbins available within the premises \_\_\_\_\_.

23. What is the frequency of emptying the dustbins within the premises?

- A. Twice a day
- B. Once a day
- C. Alternate day
- D. Once or twice a week
- E. None of the above

24. Please mention the details of functional toilet availability within the premises. (Refer to box 3)

- A. Number of toilet complex \_\_\_\_\_
- B. Number of men's toilet units \_\_\_\_\_
- C. Number of women's toilet units \_\_\_\_\_
- D. Number of toilets units for others \_\_\_\_\_
- E. Number of toilet units for children and specially-abled \_\_\_\_\_

**Box 3**

A toilet is considered functional if all the toilet units are well-ventilated and clean enough for usage with running water for flushing. The toilet complex should also have hand washing facility with running water.

25. What is the cleaning frequency of the toilets? Please collect the authorized schedule from the concerned authority.

- A. Twice per day
- B. Once a day
- C. No schedule followed for cleaning
- D. Not cleaned
- E. None of the above

26. Details of the seating provision

- A. Number of seating facilities provided \_\_\_\_\_.
- B. Is shade available for seating facilities - Yes/No

27. Are signages and information boards available within the premises? Please tick the following

- ☐ Route map boards
- ☐ Signages directing to facilities and amenities
- ☐ Caution boards of danger and restrictions
- ☐ Directions for emergency exit
- ☐ None

28. Number of lights with a minimum illumination of 10 lux available within the premises?

\_\_\_\_\_

29. Please tick the unique amenities made available in the green space.

- ☐ Baby feeding rooms
- ☐ First aid rooms
- ☐ Pet-friendly service
- ☐ Prayer room
- ☐ Smoking zones
- ☐ If any others (Please list in the box below)

---

#### **SECTION 4 – Activities**

---

30. Please mention the recreational facilities available for the visitors

- ☐ Children's play area
- ☐ Atrium
- ☐ Open gym
- ☐ Sports grounds

- ☐ Library
- ☐ Open-air theatre
- ☐ Yoga centre
- ☐ Art galleries
- ☐ Nursery
- ☐ Fountain shows
- ☐ If any others (Please list in the box below)

31. Please mention specific activities implemented in the green space to engage communities and citizens in the last five years

- ☐ Motivational Initiatives
- ☐ Fests
- ☐ Cultural programmes
- ☐ Community gatherings
- ☐ Food festivals and carnivals
- ☐ Inter collage and school competitions
- ☐ Bird watching
- ☐ Fishing
- ☐ boating
- ☐ If any others (Please list in the box below)

---

## SECTION 5 – Aesthetics and Ecology

---

32. Please specify unique design elements used in the green space.

- ☐ Retaining the natural features
- ☐ Designed landscape and plantation
- ☐ Murals
- ☐ Statues
- ☐ Lighting decor
- ☐ Designed light poles

- ☐ Designed seating spaces
- ☐ Designed dustbins
- ☐ If any others (Please list in the box below)

33. What percentage of green cover is available within the premises? \_\_\_\_\_ (%)

34. How is the green cover maintained? Please tick the following

- ☐ Plantation maintenance like cutting, pruning, removing weeds, removal of dead leaves etc
- ☐ Fencing for vegetation
- ☐ Signages on restrictions to avoid violation of green spaces,
- ☐ Innovative watering systems - rainwater harvesting, use of recycled water, porous pavements, drip irrigation etc
- ☐ If any others (Please list in the box below)

35. Is the premise's vandalism free?

- A. Walls free from bills Yes /No
- B. Visible suspended electrical wires hampering the aesthetics Yes /No
- C. Broken design elements Yes /No

36. How are the design elements maintained in the premises? (Refer to box 4)

- A. Periodic maintenance as per scheduled plan (TPA has to collect an authorised copy of the scheduled plan).
- B. Regularly maintained as and when required.
- C. Not well maintained.

**Box 4**

**Maintenance:** regular cleaning, repainting, and repairing of broken elements, repairing of electrical and plumbing systems.

37. Please tick the following ecology and environmental conservation interventions implemented in the green space

- ☐ Usage of solar power renewal power usage – Solar/ wind

- ☐ Rainwater harvesting/recharge
- ☐ Usage of recycled water for watering greenery
- ☐ Usage of recycled waste for design elements – for example, tire seating, recycled plastic paver blocks, etc.
- ☐ Plastic ban on the premises
- ☐ Usage of local art, culture and artifacts for aesthetics
- ☐ Involving local artists and craftsmen
- ☐ If any others (Please list in the box below)

Note: A detailed report of each intervention ticked for question 40 is to be submitted as part of the verification report.

38. Please mention names of the local plant species used in the green space.

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### THIRD PARTY ASSESSMENT FORMAT FOR BEAUTIFUL TOURISM OR HERITAGE SPACE

Description - The beautiful heritage or tourism space awards category is introduced to encourage and appreciate the heritage or tourism space developments in Indian cities. This includes the intervention developed at lakes/ponds side, banks of rivers/canals, beaches, creeks or bays, rainwater/storm water harvesting ponds, etc., creating beautiful public spaces.

---

#### SECTION 1 – General Information

---

1. Name of the urban local body (ULB)
2. ULB code
3. Name of the heritage or tourism space
4. Type of entry
  - ☐ Heritage
  - ☐ Tourism
5. Form of heritage or tourism space
  - ☐ Religious
  - ☐ Natural feature
  - ☐ Recreational
  - ☐ Infrastructure (unique bridges, statues etc.)
  - ☐ Others (Please specify)\_\_\_\_\_
6. Location of the heritage or tourism space – GPS location
7. Area of the heritage or tourism space in Sq.km
8. What is the visitor's peak hour (Please mention the time slots)
9. Average number of visitors in peak hours
10. Source of capital cost for developing the heritage or tourism space?
  - ☐ Smart city
  - ☐ AMRUT
  - ☐ State level programmes
  - ☐ Municipal budget
  - ☐ CSR
  - ☐ If any others(Please specify the details in the box below)



---

## SECTION 2 – Operation and maintenance

---

11. Ownership of the heritage or tourism space (Mention the concerned authority)
  12. When was the heritage or tourism space inaugurated (Mention year)
  13. Department or private organization operating and maintaining the heritage or tourism space (Mention the concerned authority/organization)
  14. What is the entry fee (if any) in INR?
  15. Number of workers deployed for the maintenance of heritage or tourism space
- 

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## SECTION 3 – Accessibility and Amenities

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16. What is the nearest public transport facility E.g., bus stand, metro station, MMTS station etc?
17. Is the nearest public transport available within 0.5 km?  
Yes /No
18. Does the heritage or tourism space have a dedicated parking facility?  
Yes /No

### Box 1

1. **Ramps:**

- The slope of ramps should not exceed 1:12 (8.33% gradient) to ensure they are usable by people with mobility impairments.
- Ramps should have a minimum clear width of 900 mm to accommodate people using wheelchairs.
- Ramps should have handrails on both sides to provide support for people with mobility impairments.

2. **Kerbs:**

- The height of kerbs should not exceed 50 mm to ensure they are accessible to people using wheelchairs.
- Kerbs should have a bevelled edge to make the transition from the road to the sidewalk smoother for people with mobility impairments.

3. **Bollards and Railings:**

- Bollards and railings should have a clear space of at least 800 mm around them to accommodate people using wheelchairs.
- Bollards and railings should be positioned at regular intervals to provide support for people with mobility impairments.
- Bollards and railings should have a smooth, continuous surface to avoid causing injury to people with mobility impairments.

• **Tactile Pathways:**

- Tactile pathways should have a distinguishable surface, such as raised dots or lines, to help people with visual impairments navigate.
- Tactile pathways should have a minimum width of 900 mm to accommodate people using wheelchairs.
- Tactile pathways should have a slip-resistant surface to ensure safety for people with mobility impairments.

19. Does the approach road have signages or way finders directing the route toward the heritage or tourism space?
  - ☐ No signages or way finders
  - ☐ Yes, but poorly visible i.e., not evidently visible and not well-lit for night visibility.

- ☐ Yes, with well-designed and aesthetically pleasing signages along with the required information for users to reach the heritage or tourism space.

20. Please tick the following based on the amenities available for security in the heritage or tourism space.

- ☐ Fencing with entry and exit gate
- ☐ Security room
- ☐ security staff (security staff attendance schedule to be collected)
- ☐ Locker rooms
- ☐ Fire extinguishers
- ☐ Emergency evacuation plan
- ☐ Surveillance technologies \_\_\_\_\_ (mention like CCTV, sensor technologies, phone booth, complaint room etc.)

21. Please mention a number of functional and well-maintained drinking water points within the premises \_\_\_\_\_ (Refer to box 2)

**Box 2**

A water point is considered functional and well maintained if the storage container of water is cleaned daily or once in two days and there is free flow of water during operating hours of the public space.

22. Please mention the number of dustbins available within the premises \_\_\_\_\_ .

23. What is the frequency of emptying the dustbins within the premises?

- A. Twice a day
- B. Once a day
- C. Alternate day
- D. Once or twice a week
- E. None of the above

24. Please mention the details of functional toilet availability within the premises. (Refer to box 3)

- A. Number of toilet complex \_\_\_\_\_
- B. Number of men's toilet units \_\_\_\_\_
- C. Number of women's toilet units \_\_\_\_\_
- D. Number of toilets units for others \_\_\_\_\_
- E. Number of toilet units for children and specially-abled \_\_\_\_\_

**Box 3**

A toilet is considered functional if all the toilet units are well-ventilated and clean enough for usage with running water for flushing. The toilet complex should also have hand washing facility with running water.

25. What is the cleaning frequency of the toilets? Please collect the authorized schedule from the concerned authority.

- A. Twice per day
- B. Once a day
- C. No schedule followed for cleaning
- D. Not cleaned
- E. None of the above

26. Details of the seating provision

- A. Number of seating facilities provided \_\_\_\_\_
- B. Is shade available for seating facilities - Yes/No

27. Are information centres or help desks or plaques or guides available to guide the visitors at the premises? Yes/No

28. Are signages and information boards available within the premises? Please tick the following

- ☐ Route map boards
- ☐ Signages directing to facilities and amenities
- ☐ Caution boards of danger and restrictions
- ☐ Directions for emergency exit
- ☐ None

29. Number of lights with a minimum illumination of 10 lux available within the premises?

\_\_\_\_\_

30. Please tick the unique amenities made available in the heritage or tourism space.

- ☐ Baby feeding rooms
- ☐ First aid rooms
- ☐ Pet-friendly service
- ☐ Vending kiosks for local artefacts, food stalls etc.
- ☐ Music speakers
- ☐ Prayer room
- ☐ Smoking zones
- ☐ If any others (Please list in the box below )

---

## SECTION 4 – Activities

---

31. Please mention the recreational facilities available for the visitors

- ☐ Children's play area
- ☐ Atrium
- ☐ Open gym
- ☐ Sports grounds
- ☐ Library
- ☐ Open-air theatre
- ☐ Yoga centre
- ☐ Art galleries
- ☐ Nursery
- ☐ Fountain shows
- ☐ If any others (Please list in the box below )

32. Please mention specific activities implemented in the heritage or tourism space to engage communities and citizens in the last five years

- ☐ light shows
- ☐ Adventure sports
- ☐ Cultural shows
- ☐ Eco-tourist resorts heritage walks
- ☐ Cultural fests
- ☐ Tourist circuits
- ☐ Traditional food festivals
- ☐ If any others (Please list in the box below )

---

## SECTION 5 – Aesthetics and Ecology

---

33. Please specify unique design elements used in the heritage or tourism space .

- ☐ Retaining the natural features
- ☐ Designed landscape and plantation
- ☐ Murals
- ☐ Statues
- ☐ Lighting decor
- ☐ Designed dustbins
- ☐ Aesthetically design street lights
- ☐ Seating matching the existing structures
- ☐ Retaining and restoring street elements in a heritage
- ☐ If any others (Please list in the box below )

34. What percentage of green cover is available within the premises? \_\_\_\_\_ (%)

35. How is the green cover maintained? Please tick the following

- ☐ Plantation maintenance like cutting, pruning, removing weeds, removal of dead leaves etc
- ☐ Fencing for vegetation
- ☐ Signages on restrictions to avoid violation of green spaces,
- ☐ Innovative watering systems - rainwater harvesting, use of recycled water, porous pavements, drip irrigation etc
- ☐ If any others (Please list in the box below)

36. Is the premise's vandalism free?

- A. Walls free from bills Yes /No
- B. Visible suspended electrical wires hampering the aesthetics Yes /No
- C. Broken design elements Yes /No

37. How are the design elements maintained in the premises? (Refer to box 4)

- A. Periodic maintenance as per scheduled plan (TPA has to collect an authorised copy of the scheduled plan).
- B. Regularly maintained as and when required.
- C. Not well maintained.

**Box 4**

**Maintenance:** regular cleaning, repainting, and repairing of broken elements, repairing of electrical and plumbing systems.

38. Please tick the following ecology and environmental conservation interventions implemented in the heritage or tourism space s

- ☐ Usage of solar power renewal power usage – Solar/ wind
- ☐ Rain water harvesting/recharge
- ☐ Usage of recycled water for watering greenery
- ☐ Usage of recycled waste for design elements – for example, tire seating, recycled plastic paver blocks, etc.
- ☐ Plastic ban in the premises
- ☐ Usage of local art, culture and artifacts for aesthetics
- ☐ Involving local artists and craftsmen
- ☐ If any others (Please list in the box below )

Note: A detailed report of each intervention ticked for question 40 is to be submitted as part of the verification report.

### THIRD PARTY ASSESSMENT FORMAT FOR BEAUTIFUL COMMERCIAL OR MARKET PLACE

Description - The beautiful sustainable commercial or market places award category shall consider entries for innovative city-level commercial or market places, theme commercial or market places, city-level green cover initiatives, junction and median developments, cultural centres, playgrounds, municipal forests, gardens, and other urban recreational spaces.

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#### SECTION 1 – General Information

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1. Name of the urban local body(ULB)
2. ULB code
3. Name of the commercial or market place
4. Type of commercial or market place
  - ☐ Integrated market (common market centre for vegetable, fruits, flowers, non-veg etc.)
  - ☐ Craft and artifacts market
  - ☐ Vegetable and fruit market
  - ☐ Wet market
  - ☐ Flower market
  - ☐ Regional markets
  - ☐ Flea market
  - ☐ Others (Please specify)\_\_\_\_\_
5. Location of the commercial or market place– GPS location
6. Area of the commercial or market place in Sq.km
7. What is the visitor's peak hours (please mention the time slots)
8. Average number of visitors in peak hours
9. Source of capital cost for developing the commercial or market place?
  - ☐ Smart city
  - ☐ Amrut
  - ☐ State level programmes
  - ☐ Municipal budget
  - ☐ CSR
  - ☐ If any others (Please specify the details in the box below)

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#### SECTION 2 – Operation and maintenance

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10. Ownership of the commercial or market place(Mention the concerned authority)
11. When was the commercial or market place inaugurated (Mention year)
12. Department or private organization operating and maintaining the commercial or market place  
(Mention the concerned authority/organization)

13. What is the entry fee (if any) in INR?

14. Number of workers deployed for the maintenance of commercial or market place \_\_\_\_\_

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### SECTION 3 – Accessibility and Amenities

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15. What is the nearest public transport facility E.g., bus stand, metro station, MMTS station etc?

16. Is the nearest public transport available within 0.5 km?

Yes /No

17. Does the commercial or market place have a dedicated parking facility?

Yes /No

#### Box 1

**1. Ramps:**

- The slope of ramps should not exceed 1:12 (8.33% gradient) to ensure they are usable by people with mobility impairments.
- Ramps should have a minimum clear width of 900 mm to accommodate people using wheelchairs.
- Ramps should have handrails on both sides to provide support for people with mobility impairments.

**2. Kerbs:**

- The height of kerbs should not exceed 50 mm to ensure they are accessible to people using wheelchairs.
- Kerbs should have a bevelled edge to make the transition from the road to the sidewalk smoother for people with mobility impairments.

**3. Bollards and Railings:**

- Bollards and railings should have a clear space of at least 800 mm around them to accommodate people using wheelchairs.
- Bollards and railings should be positioned at regular intervals to provide support for people with mobility impairments.
- Bollards and railings should have a smooth, continuous surface to avoid causing injury to people with mobility impairments.

**Tactile Pathways:**

- Tactile pathways should have a distinguishable surface, such as raised dots or lines, to help people with visual impairments navigate.
- Tactile pathways should have a minimum width of 900 mm to accommodate people using wheelchairs.
- Tactile pathways should have a slip-resistant surface to ensure safety for people with mobility impairments.

18. Does the approach road have signages or way finders directing the route toward the commercial or market place?

- ☐ No signages or way finders
- ☐ Yes, but poorly visible i.e., not evidently visible and not well-lit for night visibility.
- ☐ Yes, with well-designed and aesthetically pleasing signages along with the required information for users to reach the commercial or market place.

19. Please tick the following based on the amenities available for security in the commercial or market place.

- ☐ Fencing with entry and exit gate
- ☐ Security room
- ☐ security staff (security staff attendance schedule to be collected)



- ☐ Locker rooms
- ☐ Fire extinguishers
- ☐ Emergency evacuation plan
- ☐ Surveillance technologies\_\_\_\_\_ (mention like CCTV, sensor technologies, phone booth, complaint room etc.)

20. Please mention a number of functional and well-maintained drinking water points within the premises\_\_\_\_\_ (Refer to box 2)

Box 2

A water point is considered functional and well maintained if the storage container of water is cleaned daily or once in two days and there is free flow of water during operating hours of the public space.

21. Please mention the number of dustbins available within the premises \_\_\_\_\_ .

22. What is the frequency of emptying the dustbins within the premises?

- A. Twice a day
- B. Once a day
- C. Alternate day
- D. Once or twice a week
- E. None of the above

23. Please mention the details of functional toilet availability within the premises. (Refer to box 3)

- A. Number of toilet complex\_\_\_\_\_
- B. Number of men's toilet units \_\_\_\_\_
- C. Number of women's toilet units \_\_\_\_\_
- D. Number of toilets units for others \_\_\_\_\_
- E. Number of toilet units for children and specially-abled\_\_\_\_\_

Box 3

A toilet is considered functional if all the toilet units are well-ventilated and clean enough for usage with running water for flushing. The toilet complex should also have hand washing facility with running water.

24. What is the cleaning frequency of the toilets? Please collect the authorized schedule from the concerned authority.

- A. Twice per day
- B. Once a day
- C. No schedule followed for cleaning
- D. Not cleaned

E. None of the above

25. Details of the seating provision

A. Number of seating facilities provided \_\_\_\_\_

B. Is shade available for seating facilities - Yes/No

26. Are signages and information boards available within the premises? Please tick the following

- ☐ Route map boards
- ☐ Signages directing to facilities and amenities
- ☐ Caution boards of danger and restrictions
- ☐ Directions for emergency exit
- ☐ None

27. Number of lights with a minimum illumination of 10 lux available within the premises?

\_\_\_\_\_

28. Please tick the supporting amenities made available in the commercial or market place.

- ☐ Waiting spaces
- ☐ Storage halls for vendors
- ☐ Structured vending kiosk
- ☐ Ventilated market zones/halls
- ☐ Generator backup
- ☐ Weighing bridge
- ☐ Loading and unloading spaces
- ☐ Baby feeding rooms
- ☐ First aid rooms
- ☐ Prayer room
- ☐ Smoking zones
- ☐ If any others (Please list in the box below )

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#### SECTION 4 – Activities

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29. Please mention the recreational facilities available for the visitors

- ☐ Children's play area
- ☐ Library

- ☐ Open-air theatre
- ☐ Art galleries
- ☐ If any others (Please list in the box below )

30. Please mention specific activities implemented in the commercial or market place to engage communities and citizens in the last five years

- ☐ Health drives
- ☐ Health camps
- ☐ Market space for SHG women
- ☐ If any others (please specify in the box below)

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## **SECTION 5 – Aesthetics and Ecology**

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31. Please specify unique design elements used in the commercial or marketplace.

- ☐ Retaining the natural features
- ☐ Designed landscape and plantation
- ☐ Murals
- ☐ Statues
- ☐ Lighting decor
- ☐ Designed light poles
- ☐ Designed seating spaces
- ☐ Designed dustbins
- ☐ If any others (Please list in the box below )

32. What percentage of green cover is available within the premises? \_\_\_\_\_ (%)

33. How is the green cover maintained? Please tick the following

- ☐ Plantation maintenance like cutting, pruning, removing weeds, removal of dead leaves etc
- ☐ Fencing for vegetation
- ☐ Signages on restrictions to avoid violation of green spaces,
- ☐ Innovative watering systems - rainwater harvesting, use of recycled water, porous pavements, drip irrigation etc
- ☐ If any others (Please list in the box below)

34. Is the premise's vandalism free?

- A. Walls free from bills Yes /No
- B. Visible suspended electrical wires hampering the aesthetics Yes /No
- C. Broken design elements Yes /No

35. How are the design elements maintained in the premises? (Refer to box 4)

- A. Periodic maintenance as per scheduled plan (TPA has to collect an authorised copy of the scheduled plan).
- B. Regularly maintained as and when required.
- C. Not well maintained.

**Box 4**

**Maintenance:** regular cleaning, repainting, and repairing of broken elements, repairing of electrical and plumbing systems.

36. Please tick the following ecology and environmental conservation interventions implemented in the commercial or market places

- ☐ Usage of solar power renewal power usage – Solar/ wind
- ☐ Rain water harvesting/recharge
- ☐ Usage of recycled water for watering greenery
- ☐ Usage of recycled waste for design elements – for example, tire seating, recycled plastic paver blocks, etc.
- ☐ Plastic ban in the premises

- ☐ Usage of local art, culture and artifacts for aesthetics
- ☐ Involving local artists and craftsmen
- ☐ If any others (Please list in the box below)

Note: A detailed report of each intervention ticked for question 40 is to be submitted as part of the verification report.